**REUNION DE COMISION DE EVALUACION Y PROMOCION**

**GRADOS\_\_\_\_\_\_\_\_\_\_\_ ACTA Nº \_\_\_\_\_\_\_\_\_\_\_\_\_\_ FINAL 2016**

Siendo las \_\_\_\_\_\_\_\_ del día \_\_\_\_\_\_\_\_\_\_\_\_\_ del mes de \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ de 201\_\_ se reunieron en la sala de juntas la institución educativa isla de los milagros, la Comisión de Evaluación y Promoción, de la sede \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ convocados por el Señor Director, para analizar los resultados de la Evaluación del rendimiento escolar de los estudiantes del grado.

La Comisión tiene como objetivo dar cumplimiento al sistema de evaluación institucional adoptado por la institución educativa isla de los milagros en virtud del decreto 1290 del 16 de abril 2009, analizar los casos de estudiantes con muy bajo rendimiento académico y recomendar acciones de mejoramiento a docentes y estudiantes en términos de actividades de refuerzo y superación.

La reunión se llevó a cabo con la siguiente agenda:

1-Saludo y verificación de la asistencia

2-Informe de cada docente sobre los resultados de la evaluación del rendimiento escolar, del estudiantado.

3-Análisis de casos especiales de muy bajo rendimiento

4-Análisis de casos especiales de mal comportamiento

5- Estadística de estudiantes

6- Estudiantes desertores,

7-Estudiantes promovidos

8-Estudiantes reprobados

9-Estudiante pendientes por promover

10- Firma de los participantes.

DESARROLLO

1. Saludo y verificación de la asistencia

A la hora indicada el Director de la institución MANUEL RODOLFO ANAYA SANCHEZ, presentó un cordial saludo; luego confirmó la presencia de los siguientes dignatarios:

**MIEMBROS ASISTENTES A LA COMISION**

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**2-INFORME DE CADA DOCENTE SOBRE EL RENDIMIENTO ESCOLAR.**

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**3-ANALISIS DE CASOS DE MUY BAJO RENDIMIENTO Y RECOMENDACIONES**

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**3.1 RECOMENDACIONES A DOCENTES:**

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**3.2. RECOMENDACIONES A ESTUDIANTES.**

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**3.2. RECOMENDACIONES A PADRES:**

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**5- ESTADISTICA DE ESTUDIANTES \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PERIODO**

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| **Grados** | **MATRICULA INICIAL** | **MATRICULA FINAL** | **PROMOVIDOS** | **REPROBADOS** | **PENDIENTE POR PROMOCION** | **DESECTORES.** |
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**6. ESTUDIANTES DESERTORES**

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| **GRADO** | **NOMBRE DEL ESTUDIANTE** |
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**7- Estudiantes promovidos durante el año 2016**

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| **Grado** | **Nombre y apellidos** | **Grado al que fue promovido** |
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**8 Estudiantes reprobados durante el año 2016**

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| **Grado** | **Nombre y apellidos** | **Grado que debe reprobar.** |
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**9 Estudiantes que pasan pendiente para promoción durante el año 2016**

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| **Grado** | **Nombre y apellidos** | **Áreas pendientes** |
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10.-Siendo las \_\_\_\_\_\_\_\_\_\_\_\_ se terminó la reunión y en constancia firman:

A los \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_del mes de \_\_\_\_\_\_\_\_\_\_\_del 201\_\_\_.

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| CARGO | NOMBRE | FIRMA |
| Presidente | MANUEL RODOLFO ANAYA SANCHEZ. |  |
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